



COUNTY OF MONO

JOB ANNOUNCEMENT

FILING DEADLINE 10 days in-County FFD: 09/08/2015	Public Works Maintenance Worker II Public Works Department (Road Division) Primarily Walker, CA	SALARY II (\$3,056 - \$3,714/mo.) 40 hrs. per week
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The County of Mono is accepting applications for the position of Public Works Maintenance Worker II. Qualified applicants not selected for this position will be placed on a one (1) year eligibility list from which future vacancies may be filled. The ideal candidate will be a motivated individual interested in a challenging career opportunity in the Road Operations Division of the Public Works Department & be skilled in roads construction & heavy equipment operation. The candidate must possess either a Class A or B commercial driver's license or the ability to obtain either Class A or Class B license within 3 months.

Examples of Duties: Performs the full range of duties in the maintenance, construction, and repair of County roads, bridges, and drainage systems; operates road maintenance equipment such as trucks, snowplows, graders, and loaders; performs unskilled duties such as clearing debris, cleaning ditches, paves, patches, and repairs roads; operates hand tools; straightens and replaces snow stakes and road signs; may drive vehicles to transport materials, tools, and equipment; performs routine maintenance on equipment; performs shovel work, opening, widening, and backfilling excavations; assists with the installation and repair of traffic control and warning signs; completes reports and records; acts as a flag person for road repair and maintenance crews; performs shovel work; assists with the installation and repair of traffic control & warning signs; cleans and cares for tools & equipment; inspects roads and other facilities for needed repairs; may provide direction and training.

Desirable Qualifications

Ability and willingness to:

- Perform a variety of unskilled and semi-skilled work in maintenance, construction, and repair of County roads, bridges, culverts, and public works facilities.
- Operate equipment.
- Maintain basic records.
- Perform heavy physical labor.
- Perform a wide variety of road maintenance repair.
- Recognize and locate conditions, which require maintenance and repair work.
- Use and care for hand and power tools utilized in the road maintenance and construction.
- Estimate time and materials needed to perform road maintenance, construction, and repair jobs.
- Good oral and written communication skills.
- Perform arithmetic calculations at the level necessary for satisfactory job performance.
- Establish and maintain cooperative working relationships
- Use computers.
- Maintain confidentiality.
- Follow oral and written directions.
- Maintain and make basic repairs to equipment.

Training & Experience: Any combination of training & experience which would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities might be: Two years increasingly responsible work experience equivalent to a Public Works Maintenance Worker II. Successful completion of College or Trade School Coursework in the Road Maintenance Trades is highly desirable.

Special Requirements:

Possession of a driver's license valid in California.

Depending on assignment, incumbents may be required to show proof of a Class A or B driver's license, with appropriate endorsements, valid in California.

Application Process:

For a complete job description and application contact the County Administrative Office at (760) 932-5412 or email: hr@mono.ca.gov. Apply immediately! **All completed County applications** received in our office will be considered. Faxes or email applications will be accepted (760) 932-5411 provided the application with the **original** signature is postmarked by the filing deadline.

COUNTY OF MONO
COUNTY ADMINISTRATIVE OFFICE
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